

Non-Custodial Parent Filing Paternity/Establishment Case Application

Requirements

****Please use this list if there is **not** an existing child support order or if Paternity needs to be determined.*

Please download, print, and fill out the following paperwork completely in **BLACK** ink or it will not be accepted. Print or write carefully so it is easy to read. Make sure you provide the following:

1. _____ Application for Child Support Services (Form 4000-EC)
- **must include valid address for custodial parent.**
2. _____ Copy of each child's:
 - a. birth certificate,
 - b. medical insurance card if covered on a health insurance plan
3. _____ Affidavit in Support of Establishing Paternity
One Affidavit for EACH CHILD on the case. **Must be notarized.**
Required if:
 - a. parents were not married, or father's name is not on the birth certificate,
 - b. or child was born before October 1, 1997;
4. _____ Picture of the absent parent if available

Please make sure all information is completed to the best of your ability and signed where indicated. If you need a form notarized, we have notaries for our paperwork and there is no charge. Wait to sign the pages that require notarization until you are in front of the notary and bring current valid identification (i.e. driver's license/passport/state ID).

You must prepay Genetic Test Costs if you are requesting paternity to be established.

You may submit application and documents in person or by mail, to:

District Attorney Family Support
1900 E. Flamingo Rd., Ste. 100
Las Vegas, NV 89119-5168